

WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, April 21, 2016

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, April 21, at 5:30 p.m. by Vice-Chair, Heather Schebel.

Commission	Heather Schebel	Rick Swalwell	Forrest Ridgway	Aaron Sewell	Joe Hrdlicka
Present	X		X	X	

Staff	Susan Mathews <i>Parks & Recreation Administrative Secretary</i>	Sally Ortgies <i>Superintendent of Parks</i>	Greg Hansen <i>Superintendent of Recreation</i>	Gary Scott <i>Director of Parks & Recreation</i>
Present	X	X	X	left at 6:45pm

On Item 1. Approval of Agenda

Ridgway moved to approve the agenda as presented. Sewell seconded. Motion carried.

On Item 2. Citizen Forum

No items.

On Item 3. Approval of Minutes of February 18, 2016 Meeting

Sewell moved to approve the minutes as presented. Ridgway seconded. Motion carried.

On Item 4. Old Business

No items.

New Business:

On Item 5A. Discussion – Cell Phone Tower – Jordan Creek Park

Scott introduced City of WDM Planner, Kara Tragesser. Tragesser showed the Board images and renderings of the proposed cell phone tower at 4101 EP True Parkway. She informed the Board that the tower's placement in zoned open space is within the City's code by a conditional use permit. Scott responded that noted that staff will be reviewing the lease prior to approval.

On Item 5B. Presentations – Annual Report

1. Heartland Cricket League – Sukhen Chatterjee
Chatterjee gave a brief background of the League. He provided a portion of the 2016 schedule. Chatterjee expressed thanks for use of the facility. Repairs needed to some wet areas of the field were discussed.
2. Des Moines Rugby Foundation – Jody Ricci
Ricci gave a short history of the Foundation. Ridgway asked about the financial loss experienced last year. Ricci responded that the donated amount was reduced unexpectedly and that the Foundation plans to reduce costs and increase fundraising efforts.
3. West Des Moines Girls Softball – Jason Walke
Walke gave a brief background of the organization. He expressed appreciation for the City's work on the new sidewalks and bleachers going in this year. Ridgway asked about the financial loss experienced last year. Walke responded that the lease of indoor space was an added expense that they did not have previously but that it was necessary to remain competitive.

4. West Des Moines Soccer Club – Ross Moffat and Chuck Ebensberger
Moffat gave some information about the current Club management and the history. Sewell asked about increased interest in Soccer. ?? responded that during the recession they saw a decrease in memberships but that things are on the rise again.

On Item 5C. Discussion – Park Use Policy

Ortgies introduced the discussion stating that staff are being approached increasingly by private businesses wanting to use the Parks. The recent requests were discussed. Staff will research other communities' policies then will bring examples to the Facilities Committee for review and discussion.

Staff Reports:

On Item 6A. Superintendent of Parks

Ortgies stated that the spring preparations are in full-swing. Park restrooms are open. A new position among Parks Maintenance seasonal staff this year are Park Attendants. These employees will have additional customer service responsibilities with shelter rentals and special events. Ortgies noted there are several projects in the works which include Girls Softball facility improvements, concrete trail renovations, as well as design and engineering for Woodland Hills Park. She added that signs are going up this week for Tobacco-Free Parks. Emails have gone out to shelter renters as well as Nature Lodge renters and the overall response has been very positive.

On Item 6B. Superintendent of Recreation

Hansen noted that hiring is underway for approximately 85 lifeguards but about 15 more are still needed. The Earth Day Family Fun Fair will be held this Saturday at the WDM City/School Campus. The Grand Opening for the 2016 Arts on the Campus event will be Thursday, April 28, at 4:30pm. The Mayor's Bike Ride will be Saturday, May 14, at 9:00am. Hansen shared that the WDM Community School District has expanded their home school program offerings at Rex Mathes which will result in the closing of the WDM Teen Center.

On Item 6C. Director of Parks and Recreation

Scott not present.

On Item 7. Other Matters

No items.

Receive, File and/or Refer:

On Item 8A. City Council Communications

February 22, 2016: Motion – Renaming of the WDM Community Center

February 22, 2016: Motion – Approval of Agreement Amendment – Raccoon River Park Softball Complex Irrigation Improvements

February 22, 2016: Public Hearing – Valley View Aquatic Center and Holiday Park Aquatic Center heater replacement: 1. Resolution – Approval of Plans and Specifications; 2. Motion: - Receive and File Report of Bids; 3. Resolution – Approve Contract

March 7, 2016: Motion – Approval of Grant Contract – Iowa Department of Agriculture and Land Stewardship (IDALS) Water Quality Initiative Grant – Woodland Hills Park Water Quality Improvements

March 7, 2016: Motion – Approval of Agreement with Actual Size Artworks for *Art on the Trail*

March 7, 2016: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Holiday Park Girls Softball Improvements

March 7, 2016: Motion – Approval of Professional Services Agreement – Woodland Hills Greenway Trail

March 7, 2016: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – 88th Street Trail Connection

March 21, 2016: Amendment to City Code, Title 7 (Public Ways and Property), Chapter 11 (Park Regulations) City Initiated – Tobacco-Free Parks: 1. Ordinance – Approval of Second, Third Readings and Final Adoption

April 4, 2016: Proclamation – Earth Day – April 23, 2016

April 4, 2016: Motion – Approval of agreement for City Sounds – Des Moines Public Piano project in Valley Junction

April 4, 2016: Public Hearing – 88th Street Trail Connection: 1. Resolution – Approval of Plans and Specifications; 2. Motion: - Receive and File Report of Bids; 3. Resolution – Approve Contract

April 4, 2016: Public Hearing – Holiday Park Girls Softball Improvements: 1. Resolution – Approval of Plans and Specifications; 2. Motion: - Receive and File Report of Bids; 3. Resolution – Approve Contract

April 4, 2016: Motion – Approval of Agreement Amendment – Woodland Hills Park Water Quality Management Practices

April 4, 2016: Proclamation – Arbor Day – April 29, 2016

April 4, 2016: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – 2016 Concrete Trail Renovation Project

April 18, 2016: Resolution – Accept Work – Ashworth Road Trail Extension – 58th Street to Prairie View Drive

April 18, 2016: Approval of Forestry Program Requests: 1. Motion – Approval of Change to Procedures; 2. Motion – Approval of Aerial Lift Truck Purchase

April 18, 2016: Public Hearing – 2016 Concrete Trail Renovation: 1. Resolution – Approval of Plans and Specifications; 2. Motion – Receive and File Report of Bids; 3. Resolution – Approve Contract

On Item 8B. Des Moines MPO, Central Iowa Bicycle-Pedestrian Roundtable Packets – December, January, February, March

Ridgway moved to adjourn. Sewell seconded. Motion carried. Meeting adjourned at 7:07 p.m.

Respectfully submitted,

Susan Mathews
Administrative Secretary

ATTEST:

Aaron Sewell
Advisory Board Secretary